



RIO DELL CITY COUNCIL
VIRTUAL MEETING AGENDA
REGULAR MEETING - 6:30 P.M.
TUESDAY, JULY 7, 2020
CITY COUNCIL CHAMBERS
675 WILDWOOD AVENUE, RIO DELL

***WELCOME** - Copies of this agenda, staff reports and other material available to the City Council are available at the City Clerk's office in City Hall, 675 Wildwood Avenue and available on the City's website at cityofriodell.ca.gov. Your City Government welcomes your interest and hopes you will attend and participate in Rio Dell City Council meetings often.*

**SPECIAL PUBLIC HEALTH EMERGENCY ALTERATIONS TO MEETING FORMAT
CORONAVIRUS (COVID-19)**

Due to the unprecedented public health threats posed by COVID-19 and the resultant need for social distancing, changes to the City Council and Planning Commission meeting format are required. Executive Order N-25-20 and N-29-20 from Governor Gavin Newsom allow for telephonic Council meetings of the City Council and waives in-person accessibility for Council meetings, provided that there are other means for the public to participate. Therefore, and effective immediately, and continuing only during the period in which state or local public health officials have imposed or recommended social distancing measures, the Rio Dell City Council will only be viewable via livestreaming through our partners at Access Humboldt via their YouTube channel or Suddenlink channels on Cable TV.

Public Comment by Email:

In balancing the health risks associated with COVID-19 and need to conduct government in an open and transparent manner, public comment on agenda items can be submitted via email at publiccomment@cityofriodell.ca.gov. Please note the agenda item the comment is directed to (example: Public Comments for items not on the agenda) and email no later than one hour prior to the start of the Council meeting. Your comments will be read out loud, for up to three minutes.

Meeting can be viewed on Access Humboldt's website at <https://www.accesshumboldt.net/>. Suddenlink Channels 10, 11 & 12 or Access Humboldt's YouTube Channel at <https://www.youtube.com/user/accesshumboldt>.

Zoom Public Comment:

When the Mayor announces the agenda item that you wish to comment on, call the conference line and turn off your TV or live stream. Please call the toll free number **888-475-4499**, enter Meeting **ID 987 154 0944** and press star (*) 9 on your phone – this will raise your hand. You will continue to hear the meeting on the call. When it is time for public comment on the item you wish to speak on, the Clerk will unmute your phone. You will hear a prompt that will indicate your phone is unmuted. Please state your name and begin your comment. You will have 3 minutes to comment.

- A. CALL TO ORDER
- B. ROLL CALL
- C. CEREMONIAL MATTERS
- D. PUBLIC PRESENTATIONS

This time is for persons who wish to address the Council on any matter not on this agenda and over which the Council has jurisdiction. As such, a dialogue with the Council or staff is not intended. Items requiring Council action not listed on this agenda may be placed on the next regular agenda for consideration if the Council directs, unless a finding is made by at least 2/3rds of the Council that the item came up after the agenda was posted and is of an urgency nature requiring immediate action. Please limit comments to a maximum of 3 minutes.

E. CONSENT CALENDAR

The Consent Calendar adopting the printed recommended Council action will be enacted with one vote. The Mayor will first ask the staff, the public, and the Councilmembers if there is anyone who wishes to address any matter on the Consent Calendar. The matters removed from the Consent Calendar will be considered individually following action on the remaining consent calendar items.

- 1) 2020/0707.01 - Approve Minutes of the June 16, 2020 Regular Meeting
(ACTION) 1
- 2) 2020/0707.02 - Approve Minutes of the June 24, 2020 Special Meeting
(ACTION) 10
- 3) 2020/0707.03 - Approve Amended Joint Powers Agreement of the
Humboldt Transit Authority (HTA) **(ACTION)** 14
- 4) 2020/0707.04 - Receive and File Check Register for June **(ACTION)** 25
- 5) 2020/0707.05 - Receive and File Temporary Designation of Place of
City Council Meetings **(ACTION)** 28

F. ITEMS REMOVED FROM THE CONSENT CALENDAR

G. REPORTS/STAFF COMMUNICATIONS

- 1) 2020/0707.06 - City Manager/Staff Update **(RECEIVE & FILE)** 29

H. SPECIAL PRESENTATIONS/STUDY SESSIONS

1) 2020/0707.07 - Presentation by JJA CPA, Inc. on the FY 2018-2019 Audited Financial Statements (RECEIVE & FILE)	34
I. SPECIAL CALL ITEMS/COMMUNITY AFFAIRS	
1) 2020/0707.08 - Discussion of the City's Nuisance Abatement Committee's Activities (DISCUSSION/POSSIBLE ACTION)	131
2) 2020/0707.09 - Update on 2020 Regional Slurry Seal Project and Modifications (DISCUSSION/POSSIBLE ACTION)	134
J. ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS	
1) 2020/0707.10 - Introduction and First Reading (by tile only) of Ordinance 388-2020 Amending Chapter 15 "Construction Codes" of the Rio Dell Municipal Code to incorporate California Building Code exemptions and to establish Agricultural Building Exemptions (DISCUSSION/POSSIBLE ACTION)	138
K. COUNCIL REPORTS/COMMUNICATIONS	
L. ADJOURNMENT	

*The next regular City Council meeting is scheduled for
Tuesday, July 21, 2020 at 6:30 p.m.*

**RIO DELL CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 16, 2020**

The regular "virtual" meeting of the Rio Dell City Council was called to order at 6:30 p.m. by Mayor Garnes.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Johnson, Strahan, and Wilson

Others Present: City Manager Knopp, Chief of Police Conner, Interim Finance Director Dillingham, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, and City Clerk Dunham

Absent: Community Development Director Caldwell (later joined the meeting)

PUBLIC PRESENTATIONS

Mayor Garnes asked if there were any public comments. No public comments were received at this time.

CONSENT CALENDAR

Mayor Garnes asked if any councilmember, staff or member of the public, would like to remove any item from the consent calendar for separate discussion.

Councilmember Strahan removed Consent Calendar items 1 and 2 for separate discussion.

Motion was made by Johnson/Wilson to approve the consent calendar including approval of Resolution No. 1456-2020 adopting the 2020-2021 GANN Appropriations Limit, authorizing the City Manager and Chief of Police to sign a Memorandum of Understanding with the City of Fortuna for Dispatch Services, and to receive and file the Check Register for May. Motion carried 5-0.

ITEMS REMOVED FROM THE CONSENT CALENDAR

Approve Minutes of the June 2, 2020 Regular Meeting

Councilmember Strahan referred to page 2 of the minutes related to the public comment received from Kathryn Conant regarding the rise in crime and nuisance dogs and asked if anyone responded to her comment.

City Clerk Dunham indicated that she had reached out to Ms. Conant and advised her to contact the police department any time she experienced a problem with barking dogs or other police related matters and that her comment would be read at this meeting.

Approve Resolution No. 1454-2020 Ordering and Calling for a General Municipal election to fill three (3) City Council seats, requesting the consolidation of the election with the General election to be held on November 3, 2020, requesting the services of the Humboldt County registrar of Voters, providing for Notice of Election, and adopting uniform policies pertaining to Candidate Statements and fees

Councilmember Strahan reminded everyone of the upcoming election for City Council and encouraged anyone who is interested in running, to apply.

Motion was made by Strahan/Wilson to approve Consent Calendar items 1 and 2. Motion carried 5-0.

REPORTS/STAFF COMMUNICATIONS

City Manager/Staff Update

City Manager Knopp reviewed highlights of the staff report and called for questions from the Council.

Mayor Pro Tem Woodall asked if staff would be having follow-up conversations with DHHS regarding the homeless situation in the City and commented that she had received several complaints from citizens over the past couple of weeks.

City Manager Knopp said that staff would schedule a follow-up phone call and invite Connie Beck from DHHS to a future Council meeting to discuss the issue.

Councilmember Wilson commented on the street maintenance paving project and asked if the paving would extend all the way down to Miller Ct.

City Manager Knopp clarified that it would terminate at Miller Ct.

Councilmember Wilson commented that the new pavement seems to be fairly uneven and noted that new asphalt is usually smooth. He asked if that is because it is just an overlay.

City Manager Knopp explained that this project is a maintenance paving project and not one where the base of the road is reconstructed. He said that it a trade off in that either a shorter segment of the road is done and you create a perfect outcome or you try and stretch the available funding as far as you can and cover more area. He pointed out that the speed limit is 25 MPH in this residential zone so it is not quite as important as for example, Wildwood Ave. where you need to create a smoother surface.

Councilmember Wilson then mentioned the ATP project on Eeloa Ave. and said that he understood the sidewalk was going to continue down in front of the vacant parcel adjacent to the freeway onramp.

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City Manager Knopp said that the sidewalk was extended to the maximum extent of the scope of the project but never was to continue further than the current termination point. He explained that the sidewalk construction in front of the vacant parcel would occur with the development of that parcel. He said that as the Council is aware, there were some modifications to the intersection that shortened the length of the sidewalk by pushing the sidewalk back but no work was authorized outside the scope of the project.

Councilmember Wilson commented that it was his understanding that three of the modifications included the sidewalk in front of the library, one at the intersection of Davis St. and Wildwood Ave. and the third was to add to the length of the sidewalk on Eeloa Ave.

Mayor Garnes and Councilmember Strahan were under the same impression.

City Manager Knopp said that there was never a proposal to do anything outside the scope of the ATP project and that anything outside the scope would not be reimbursed by the State. He said with regard to Davis St., that particular item may not fit within the budget so the sidewalk section upgrade may not happen partially due to delays in the project and uncertainty on the final design.

City Manager Knopp invited councilmembers to stop by City Hall and look at the project drawings. He explained that the modifications had to do with curb location changes which shortened the sidewalk.

Mayor Pro Tem Woodall commented that the new Stop sign on Eeloa Ave. sits back from where the old Stop sign was and asked if the location of the new sign was permanent.

Councilmember Strahan commented further on the street maintenance project and said that she stopped by and talked to the project manager for Hooven Construction and expressed concerns regarding the paving and said that it is wavy with several rock pockets. She questioned whether they were following the City's plans and if anyone was inspecting the work.

City Manager Knopp commented that the City Engineer recommend specifications and pointed out that the project was approved as a maintenance paving project with a simple overlay. In order to make it a perfectly smooth ride, the road surface would have to be rebuilt. He commented that this would accomplish a much smaller scale project and with maintenance paving projects you are able to get a larger area done.

Councilmember Strahan noted that there are some rock pockets which will eventually turn into pot holes and ruin that piece of the project if it is not corrected.

Water/Roadways Superintendent Jensen said that had been out there but the foreman he talked to was not there today. He said that he did notice some rough spots and there are

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possibly some things they could do to make it smoother but he had not had a chance to talk to the City Manager about it yet. He noted that the second lane was just paved which seems to be smoother than the first one but they were not able to drive on it as they were still paving.

Councilmember Johnson said that he was not sure what specifications were quoted in the contract but all contracts include specifications for materials and workmanship. Typically for smoothness, there is departure from a 12-foot straight edge which provides limits. The specs also address rock pockets and texture which is supposed to be uniform. He said it really depends on the specs the City and Hooven agreed to in the contract but certainly the City needs to be enforcing those specs.

Councilmember Strahan asked Councilmember Johnson if he would be willing to meet with the City Manager and review the contract.

Councilmember Johnson agreed and said that he would run by the project in the morning then meet with the City Manager.

Mayor Pro Tem Woodall commented that she was contacted by Charlie Manzi, a property owner near the Fern St. dip and said that he was under the impression the pavement would come to the edge of his driveway.

City Manager Knopp said that he actually spoke with Mr. Manzi. He said that the area in question was not included in the square footage of the project scope but if the Council would like to add it to the scope, staff could bring back a contract modification to include that particular area.

Consensus of the Council was that staff come back with a cost estimate and diagram of the paving area.

City Manager Knopp pointed out that since the next regularly scheduled meeting is not until July 7, 2020, a special meeting would be needed to discuss the matter. He presented a map of the area for the Council to view. Mayor Pro Tem Woodall and Councilmember Johnson did not have the video capability to view the map.

Councilmember Johnson commented that the Zoom meetings were not working well for him and said that with massage parlors and barber shops opening up, he did not understand why Council meetings were not being held in the City Council Chambers. He asked what it would take to get the Council back to meeting at City Hall.

Mayor Pro Tem Woodall agreed.

City Manager Knopp agreed to seek advice from the County Public Health Officer.

Mayor Garnes expressed concern that with the six-foot distancing of councilmembers and staff, it doesn't leave a lot of space for the public. She said she felt Zoom meetings provide an easier method for the public to be engaged and to be able to see who is talking.

Mayor Pro Tem Woodall commented that in the beginning of the pandemic, the Council held meetings in the Council Chambers with restrictions and it seemed to work. She added that it is easier for her to see people and to communicate and that she is ready to start meeting in the Council Chambers.

Mayor Pro Tem Woodall questioned Chief Conner about Hooven Construction not having a flagger on the job site.

Chief Conner said that he spoke with the contractor and was told that they were short-handed but agreed they needed a flagger. A flagger was on site by the afternoon.

SPECIAL CALL ITEMS/COMMUNITY AFFAIRS

Authorize Mayor to sign letter related to the River Bluff Cottages

City Manager Knopp asked councilmembers if they had any comments or recommended changes to the draft letter as presented.

Councilmember Wilson thought the letter was well written and noted that the calls for service to the River Bluff Cottages ended on May 25, 2020 and suggested the calls from that time to present also be included.

Councilmember Strahan agreed and said that a copy of the letter was to be sent to the County Department of Health and Human Services (DHHS) but questioned whether it should also go to the State once Danco has a chance to respond, since the State provided funding for the project.

City Manager Knopp was confused as to who it should be sent to at the State since the project is operated by Danco and DHHS.

Councilmember Strahan said the State department granting the funding for the project should be made aware of what Danco is putting the City through.

He agreed to send a copy of the letter to the State Tax Credit Allocation Committee.

Motion was made by Strahan/Wilson authorizing the Mayor to sign a letter related to concerns about the River Bluff Cottages with a copy sent to the State, after allowing Danco the opportunity to respond. Motion carried 5-0.

ORDINANCES/SPECIAL RESOLUTIONS/PUBLIC HEARINGS

Approve Resolution No. 1453-2020 Adopting the FY 2020-2021 Operating and Capital Budget and Position Allocation Table

City Manager Knopp provided a staff report. He began by reviewing the budget timeline followed by review of City Council priorities and the changes to the budget since the last budget presentation on June 2, 2020.

The proposed budget totaled \$4,781,877 with operating expenditures of \$3,407,921, debt service and pass-thru amounts of \$491,656, and capital projects of \$682,300. The budget represented an increase of \$349,855, or 7% over the previous year budget primarily due to the addition of \$200,00 in contingencies, capital project carryovers and a new Community Service Officer position. Revenues totaled \$4,071,208 with \$710,669 coming from the use of reserves. All estimated ending fund balances remained above the 30% target with the exception of the Building Fund.

Councilmember Strahan asked where the \$200,000 contingency for the Total Compensation Study was reflected in the budget.

City Manager Knopp explained that it was spread across the various funds.

Finance Director Dillingham referred to the Budget Summary by Department spreadsheet which showed the distribution.

City Manager Knopp continued with review of General Fund revenues by type and pointed out that in terms of citywide revenues, over half of the revenue comes from the enterprise funds. He noted that property tax revenue remains stable and cannabis tax revenue was increased by \$75,000 based on actuals.

Next was discussion of the Organizational Chart. City Manager Knopp noted that employee retention has been difficult and that there are some big challenges in moving forward related to the City's labor force and retention. He presented a graph representing an employee turnover rate of 100% over the past few years with Public Works the highest followed by the Police Department and Finance Department. He said that the current rate of employee turnover is not sustainable and pointed out that the Council did list personnel as a priority for the year.

He reported that the draft Total Compensation Study was complete which would be presented to the Council possibly at the next meeting or by the July 21, 2020 regular meeting.

He identified a correlation of the pay rate with turnover of employees and stressed the importance of having consistent staffing. He noted that with the City having a very healthy fund balance, the trajectory of the City looks good.

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Finance Director Dillingham said that one of the positive points is that the City has a very good diverse spread and in going back to the General Fund it shows that the City has had very little negative impact as a result of the pandemic.

City Manager Knopp reviewed staff's recommendation related to adoption of the budget and called for additional questions or comments from the Council.

Mayor Pro Tem Woodall thanked the City Manager and the Finance Director for putting together a great budget presentation.

Councilmember Johnson expressed his thanks and for allowing the City to keep its head above water. He said that many other cities have been forced to cut staff and that the City is in a fantastic position because of the great leadership of its staff.

Councilmember Strahan commented that taking \$710,000 from reserves to balance the budget is incomprehensible to her.

Councilmember Wilson noted that a lot of the budget is on the Capital side and that it is good to be able to spread capital expenditures out. In the past, there was a year when everything came up all at once resulting in excessive capital expenditures for vehicles and equipment. He said that the end result of the reserve fund balance is that it is close to where it started and the City is building assets by investing in its infrastructure. He commented that he would like to see empty store fronts filled.

Mayor Garnes thanked all of the staff and pointed out that going to the grave with a full wallet doesn't get you anywhere. The City needs to spend money to keep the City looking good.

Motion was made by Johnson/Woodall to approve Resolution No. 1453-2020 adopting the FY 2020-2021 Operating and Capital Budget and Position Allocation Table, and to approve Resolution No. 1455-2020 amending and adopting the City Master Salary Table. Motion carried 4-1 with Councilmember Strahan dissenting.

Introduction and First Reading (by title only) of Ordinance No. 388-2020 amending Chapter 15 "Construction Codes" of the Rio Dell Municipal Code to incorporate California Building Code exemptions and to establish Agricultural Building Exemptions

Community Development Director Caldwell requested this item be continued to the July 7, 2020 regular meeting which would allow staff to amend the draft ordinance to include the Suburban zone for agricultural building exemptions.

Councilmember Strahan said that she would like to see where the zones in question are located.

Community Development Director Caldwell indicated that he would include in the staff report, a zoning map of the designated zones.

COUNCIL REPORTS/COMMUNICATIONS

Mayor Pro Tem Woodall extended thanks to the Chamber of Commerce for displaying American Flags in the median for Memorial Day. She also suggested the Mayor resume reciting the Pledge of Allegiance during Council meetings and felt that it is important.

The consensus of the Council was that the Mayor recite the Pledge of Allegiance during Zoom Council meetings.

Councilmember Wilson agreed and reported on his attendance at the Humboldt Waste Management Authority (HWMA) meeting where the board passed the recycling increase resulting in less than a \$1.00/mo. to customers.

He referred to GHD's update to the Council on May 5, 2020 related to the Safe Routes to School project where a drawing was presented depicting an additional 77 feet of sidewalk and with Council consensus, would like clarification on that report at the next meeting.

Consensus of the Council was that it be placed on the July 7, 2020 agenda for discussion.

Councilmember Johnson said that he would like City Council meetings to resume in the City Council Chambers.

Councilmember Strahan reported that she would be attending an HCAOG meeting this week so had nothing to report on it at this time. She also announced that there would be a meeting of the Nuisance Advisory Committee tomorrow and reminded citizens with complaints to send them in and the committee would address them.

Mayor Garnes reported that she would be included on a phone call with the County Public Health on Thursday noting that more and more things are opening up including State campgrounds but not yet County campground.

She mentioned the COVID-19 Minute Campaign the City is participating in and said that a volunteer filmed activity going on in the City and they commented that Rio Dell is doing more than most other cities including hands on with seniors etc.

She also expressed thanks to Nick Angeloff and the Chamber friends for display of the flags which is something to be proud of and shows the City's patriotism.

ADJOURNMENT

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Motion was made by Johnson/Garnes to adjourn the meeting at 7:53 p.m. to the July 7, 2020 Regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

**RIO DELL CITY COUNCIL
SPECIAL MEETING MINUTES
JUNE 24, 2020**

Mayor Garnes called the Special "Virtual" Meeting of the Rio Dell City Council to order at 4:00 p.m.

ROLL CALL: Present: Mayor Garnes, Mayor Pro Tem Woodall, Councilmembers Johnson and Wilson

Absent: Councilmember Strahan (excused) (Joined the meeting later)

Others Present: City Manager Knopp, Chief of Police Conner, Community Development Director Caldwell, Water/Roadways Superintendent Jensen, Wastewater Superintendent Taylor, and City Clerk Dunham

Absent Interim Finance Director Dillingham:

PUBLIC PRESENTATIONS

City Manager Knopp announced that there were no live public comments and City Clerk Dunham announced that there were no online public comments received.

SPECIAL MEETING MATTERS

Adopt Resolution No. 1458-2020 Amending the FY 2019-2020 Adopted Budget to Increase Appropriations for Additional Paving Maintenance Work

City Manager Knopp provided a staff report and explained that at the June 16, 2020 regular meeting, the Council directed staff to bring back cost estimates for paving of the turnout at the corner of Fern Street and Eeloa Avenue. He said that the estimated cost for the additional paving work is \$6,520.

The resolution increases the FY 2019-2020 General Fund Capital Project budget by that same amount to cover the cost for the additional work.

Councilmember Wilson commented that he looked at the area and assumed the paving would include the entire turnout area including the area up to the driveway.

City Manager Knopp stated that his assumption was correct.

Councilmember Johnson asked if the quoted price per square foot was in line with the original bid estimate.

City Manager Knopp responded that it was and that the numbers pencil out.

No public comment was received related to this agenda item.

Motion was made by Johnson/Woodall to approve Resolution No. 1458-2020 amending the FY 2019-2020 adopted Capital Projects budget to increase appropriations for additional paving maintenance work. Motion carried 4-0.

Adopt Resolution No. 1457-2020 Rescinding Resolution No. 1454-2020 Ordering and Calling a General Municipal Election to fill two 4-year terms and one 2-year term on the Rio Dell City Council

City Manager Knopp provided a staff report and explained that the Council at their meeting of June 16, 2020 adopted Resolution 1454-2020 ordering and calling for the General Municipal Election to fill three expired City Council seats for 4-year terms. In conversations with County Elections, they concurred that one of the terms should be for two years rather than four years since Councilmember Johnson was only appointed to fill the seat vacated by Bryan Richter until the next general election rather than the remainder of the term that would have ended on November 2022.

City Clerk Dunham further explained that electing a person to a 2-year term gets the Council back on track with the normal staggering of terms. The resolution rescinds the prior resolution and modifies the language to identify the correct terms for the three vacancies.

Councilmember Johnson asked how the potential candidate for the 2-year term is selected.

City Manager Knopp stated that staff was still waiting for an opinion from the City Attorney regarding that question.

No public comments were received on this agenda item.

Motion was made by Johnson/Wilson to adopt Resolution No. 1457-2020 rescinding Resolution No. 1454-2020 ordering and calling a General Municipal Election to fill two 4-year terms and one 2-year term on the Rio Dell City Council. Motion carried 4-0.

Authorize Mayor to sign letter related to Mobility on Demand Program

City Manager Knopp provided a staff report and explained that Councilmember Strahan is the City's representative on the Humboldt County Association of Governments (HCAOG) board. HCAOG as the Regional Transportation Planning Agency in Humboldt County, is developing a Mobility on Demand Strategic Development Plan to assess new mobility technologies and methods to serve our region and ways to supplement or replace existing transportation services. During this process a list of potential pilot projects were identified, including the Redwood Transit Service route from Fortuna, through Rio Dell and Scotia.

Service to Rio Dell would be replaced by an on-demand service that would provide connectivity to Fortuna then to the existing system.

He noted that Councilmember Strahan made a motion at the last HCAOG meeting to remove Rio Dell and Scotia from the proposed pilot project and the motion was successful. She requested the City Council send a letter reaffirming that request.

Mayor Pro Tem Woodall said that she contacted Greg Pratt, the General Manager of Humboldt Transit Authority (HTA) and he said that because the City is part of the Joint Powers Agreement (JPA) any changes to the JPA would have to come to the City Council for approval. As such, the Council didn't really have anything to worry about but that sending the letter was a good idea.

Councilmember Wilson was in concurrence to send the letter and said a change in the bus service may hurt a lot of people who are dependent on it for transportation.

Mayor Garnes expressed her appreciation to Councilmember Strahan making the motion to remove Rio Dell and Scotia from the pilot project.

Councilmember Strahan joined the meeting at this time, 4:17 p.m.

She addressed the issue and said that the HCAOG board was very responsive to her request and said that they had another meeting Monday night and the pilot project is in the planning stage. She said the reason she requested the letter is because she wanted to express the view point from the entire City Council; not just her.

Mayor Pro Tem Woodall reiterated the conversation she had with Greg Pratt regarding the JPA.

Councilmember Strahan indicated that the point about the JPA was not discussed at the HCAOG meetings and said that she appreciated her contacting Greg Pratt..

No public comments were received regarding this agenda item.

Motion was made by Woodall/Strahan to authorize the Mayor to sign a letter related to the Mobility on Demand Pilot Program. Motion carried 5-0.

COUNCIL REPORTS

Mayor Garnes reported that she asked the Humboldt County Safety Officer on whether the City Council could conduct meetings in the Council Chambers as requested by Mayor Pro Tem Woodall and Councilmember Johnson. The answer was that they were not allowed

so the City like all other Councils and boards would continue to have Zoom meetings until further notice.

ADJOURNMENT

Motion was made by Johnson/Wilson to adjourn the meeting at 4:21 p.m. to the July 7, 2020 regular meeting. Motion carried 5-0.

Debra Garnes, Mayor

Attest:

Karen Dunham, City Clerk

*Rio Dell City Hall
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
cityofriodell.ca.gov*



July 7, 2020

TO: Rio Dell City Council

FROM: Kyle Knopp, City Manager

SUBJECT: Approval of Amended and Restated Joint Powers Agreement of the Humboldt Transit Authority

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Authorize the Mayor to sign the attached agreement.

BACKGROUND AND DISCUSSION

The Humboldt Transit Authority Board recently approved a change to its joint power agreement (JPA), which now requires approval by all of HTA's member agencies to become effective.

The primary revision to the JPA is to designate the HTA Finance Manager as the agency's Treasurer, and the HTA General Manager Director as its Auditor-Controller. Currently, these roles are filled by the County Treasurer and County Auditor, respectively, and all of HTA's operational funds are released first to the County before being forwarded to HTA. This arrangement can cause a delay of up to six months before HTA actually receives its operational funds, which may result in cash flow problems for HTA. This revision would expedite funds being transferred to HTA's account for payroll and monthly invoices.

In addition, the proposed JPA revisions would broaden the service area to ensure Humboldt County residents have options to get outside the county and connect to the National Bus Network. In addition revisions would change the HTA Board regular meeting schedule from every month to at least quarterly, as determined annually by resolution of the HTA Board.

As of agenda publication, the attached agreement is under review of the City Attorney. It is anticipated the City Attorney will review the agreement prior to the Council meeting. No concerns are expected at this time.

Attachments: HTA Agenda Summary from March 4, 2020.
Amended and Restated JPA of the Humboldt Transit Authority.

///



133 V Street
Eureka, CA 95501

A Public Entity Serving Humboldt County Since 1976

Office: (707) 443-0826
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www.hta.org

TO: Chair Pitino
All Governing Board Members

FROM: Greg Pratt, General Manager

DATE: March 4, 2020

SUBJECT: Humboldt Transit Authority's Joint Power Agreement (JPA)

The Joint Powers agreement was created on January 28, 1975 between the County of Humboldt, the Cities of Eureka, Arcata, and Fortuna. Since then, there have been several amendments including adding the City of Trinidad, and then later the City of Rio Dell. Over the last 45 years there have been several amendments to the JPA so Staff is recommending incorporating past amendments into one document.

At the December 2019 Board Meeting, Staff discussed a few needed changes to the JPA. Below is a proposed summary of those changes.

1. Regular Meetings

The current language states that the governing board will hold at least one regular meeting every month. Staff is recommending a change because there are a few months where meetings do not need to be held because of no agenda items. The recommendation is to hold quarterly meetings based on a calendar set by the Board and to set special meetings on the first Wednesday of the month as needed.

2. Geographical Jurisdiction

Currently, the jurisdiction of the Authority is restricted to the territory within the County of Humboldt. Staff is recommending changing the language to allow the Humboldt Transit Authority to provide transportation outside of the County to connect the National Bus Network to make sure residents have the necessary options.

3. Treasurer and Auditor

The County Treasurer is designated as the Treasurer of the Authority and the County Auditor-Controller is designated as the Auditor of the Authority. To expedite funds being transferred into our account for payroll and monthly invoices, Staff is recommending changing designation of the Treasurer to HTA Finance Manager and the Auditor-Controller designation be given to the HTA General Manager.

Action Recommended: Approve Amendment. If approved, the General Manager will coordinate with each representative to their respective entity for Council/Board approval as soon as possible.

The Revisions will become effective upon the approval by the majority vote of the members.

AMENDED AND RESTATED JOINT POWERS AGREEMENT OF THE HUMBOLDT TRANSIT AUTHORITY

This Amended and Restated Joint Powers Agreement of the Humboldt Transit Authority is made and entered into pursuant to the provisions of Government Code Section 6500 et seq., and supersedes the initial Joint Exercise of Powers Agreement Among the Cities of Arcata, Eureka, and Fortuna, and the County of Humboldt effective January 28, 1975, and subsequently amended to include the Cities of Rio Dell and Trinidad. This Amended and Restated Joint Powers Agreement ("Agreement") is effective as of _____, 20__.

RECITALS

WHEREAS, the Humboldt Transit Authority was formed in 1975 by the Cities of Arcata, Eureka, and Fortuna, and the County of Humboldt, and subsequently joined by the Cities of Rio Dell and Trinidad (each a "Member," collectively the "Members") to provide public transportation services throughout the Humboldt County region; and

WHEREAS, the Members desire to amend said Joint Exercise of Powers Agreement to revise the designations of the Authority's Treasurer and Auditor-Controller in order to obtain operational and fiscal efficiencies; and,

WHEREAS, the Members further desire to amend said Joint Exercise of Powers Agreement to revise the regular meeting schedule of the Authority Governing Board of Directors; and

WHEREAS, the Members further desire to amend said Joint Exercise of Powers Agreement to extend the geographical service area of the Authority to allow it's transit riders access to the national bus network; and

WHEREAS, the Members believe it would be desirable and convenient to restate the Joint Exercise of Powers Agreement in its entirety, including previous amendments, and further amend said Agreement as recited herein.

NOW, THEREFORE, based on the mutual covenants, conditions and terms recited herein, which are made a material part of this Agreement, the undersigned public agencies, collectively referred to herein as the "Members," enter into this Amended and Restated Joint Powers Agreement and agree as follows:

ARTICLE I – DEFINITIONS

- 1.1. General.** Unless the context otherwise requires, the words and terms defined in this Article shall, for the purposes hereof, have the meanings herein specified.
- 1.2. Act.** "Act" means Article 1 (commencing with Section 6500) of Chapter 5, Division 7, Title 1 of the Government Code of the State of California.
- 1.3. Authority.** "Authority" means the Humboldt Transit Authority created pursuant hereto.

- 1.4. **Mills-Alquist-Deddeh Act.** “Mills-Alquist-Deddeh Act” means Chapter 4 (commencing with Section 99200) of Part II, Division 10 of the Public Utilities Code of the State of California.
- 1.5. **County.** “County” means the County of Humboldt, California.
- 1.6. **Redwood Transit System.** “Redwood Transit System” means the public transit service provided by the Authority along Highway 101, connecting all of the cities represented on the Authority and making intermediate stops in the unincorporated area of the County.

ARTICLE II - GENERAL PROVISIONS

- 2.1. **Purpose.** This Agreement is made pursuant to the Act providing for the joint exercise of powers common to public agencies. The purpose of this Agreement is to provide for the joint exercise of powers for the purpose of providing public transit services in a manner consistent with the Regional Transportation Plan within the geographical territory over which the Authority has jurisdiction pursuant to Section 2.2 hereof. In order to provide such public transit services, the Authority may finance, acquire, construct, manage, operate and maintain public transit systems and related property and facilities, excluding intra-city systems unless the consent of the city is first obtained, and apply for and receive grants or loans from appropriate sources, including the Mills-Alquist-Deddeh Act and other state and federal laws. Each of the parties hereto is authorized to exercise such powers pursuant to its organic law.
- 2.2. **Geographical Jurisdiction.** The jurisdiction of the Authority shall extend to all territory lying within the County and outside the County to ensure residents have access to the national bus network.

ARTICLE III - CREATION AND OPERATION OF AUTHORITY

- 3.1. **Creation of Authority.** Pursuant to the Act, there is hereby created a public entity to be known as the “Humboldt Transit Authority.” The Authority is a public entity separate and apart from the parties to this agreement.
- 3.2. **Governing Board.** The Authority shall be administered by the Governing Board, consisting of seven (7) members and up to seven (7) alternates. One (1) member and one (1) alternate shall be appointed by the City Council of Arcata from its Council; one (1) member and one (1) alternate shall be appointed by the City Council of Fortuna from its Council; one (1) member and one (1) alternate shall be appointed by the City Council of Eureka from its Council; one (1) member and one (1) alternate shall be appointed by the City Council of Trinidad from its Council; one (1) member and one (1) alternate shall be appointed by the City Council of Rio Dell from its Council; and two (2) members and one (1) or two (2) alternates shall be appointed by the Board of Supervisors of County from its Board. The Governing Board shall be called the Governing Board of the Humboldt Transit Authority. All voting power shall reside in the Governing Board. Additional general purpose governments may be represented upon such terms and conditions as are agreed upon by the parties hereto.

Members of the Governing Board shall receive no compensation except for actual expenses incurred while performing the duties and activities of the Board. Each member of the Governing Board shall serve at the pleasure of the appointing party hereto; provided, however, that membership thereon shall terminate upon termination of the office created in the paragraph above. Vacancies shall be filled by the appointing party thereto.

- 3.3. **Regular Meetings.** The Governing Board shall provide for its regular and special meetings; provided, however, that at least one regular meeting shall be held quarterly. The date, hour and place of the holding of the regular meetings shall be fixed by resolution of the Governing Board and a copy of such resolution shall be filed with each party hereto.
- 3.4 **Ralph M. Brown Act.** All meetings of the Governing Board of the Authority, including without limitation, regular, adjourned regular, and special meetings, shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950 of the Government Code)
- 3.5. **Minutes.** The Secretary of the Authority shall cause to be kept minutes of the Governing Board and shall, as soon as possible after each meeting, cause a copy of the minutes to be forwarded to each member of the Governing Board and to Arcata, Fortuna, Eureka, Rio Dell, Trinidad and County.
- 3.6. **Quorum.** A majority of the Governing Board shall constitute a quorum for the transaction of business, but the affirmative vote of at least a majority of all board members is necessary to approve any action of the Governing Board. However, if less than a majority of the Board is present at a meeting, the members present may adjourn the meeting.
- 3.7. **Rules.** The Governing Board may adopt and amend such rules and regulations for the conduct of its meetings and affairs as are necessary or desirable to accomplish its stated purposes.

ARTICLE IV- OFFICERS

- 4.1. **Chairman, Vice-Chairman and Secretary.** The Governing Board shall elect a Chairman and a Vice Chairman and shall appoint a Secretary who may, but need not, be a member of the Governing Board. The officers shall perform the duties normally appertaining to said offices and,
 - 4.1.1 The Chairman shall sign all contracts on behalf of the Authority and perform such other duties as may be imposed by the Governing Board;
 - 4.1.2 The Vice-Chairman shall act in the absence of the Chairman; and
 - 4.1.3 The Secretary shall countersign, all contracts on behalf of the Authority, perform such other duties as may be imposed by the Governing Board, and keep minutes of all meetings and cause a copy of the minutes to be forwarded to each of the members of the Governing Board and to Arcata, Fortuna, Eureka, Rio Dell, Trinidad and County, and cause a copy of this Agreement to be filed with the Secretary of State pursuant to the Act.

- 4.2. **Treasurer and Auditor.** The Finance Manager of the Authority is hereby designated as the Treasurer of the Authority and the General Manager of the Authority is hereby designated as the Auditor of the Authority. As the Authority's depositary, the Treasurer shall have custody of all money of the Authority from whatever source.

The Treasurer and the Auditor shall have the duties and obligations set forth in Sections 6505 and 6505.5 of the Act and shall assure that there is strict accountability of all funds and report of all receipts and disbursements of the Authority. The Board of Supervisors of the County shall determine reasonable charges to be made against the Authority for the services of the Treasurer and Auditor-Controller.

- 4.3 **Bonding.** The Governing Board shall designate the officers or other persons, in addition to the Treasurer and Auditor-Controller, having charge of handling or having access to any property of the Authority, and shall set the amount of their official bonds, pursuant to Section 6505.1 of the Act.

ARTICLE V- ADMINISTRATION

- 5.1. **Administrative Entity.** The Governing Board of the Authority is hereby designated as the administrative entity for the purpose of carrying out this Agreement.
- 5.2. **Budget.** The Governing Board shall adopt an annual budget for the administration of the Authority.
- 5.3. **Services of Parties.** On request of the Governing Board, one or more of the parties hereto, and such party's employees, agents or consultants, may agree to provide all or a portion of the services requested by the Governing Board, on terms and conditions agreed upon by the party and the Authority.

ARTICLE VI - POWERS

- 6.1. **Common Powers.** The Authority shall have the powers common to Arcata, Fortuna, Eureka, Rio Dell, Trinidad and County to finance, acquire, construct, manage, operate and maintain transit systems and related facilities for providing public transit services.
- 6.2. **Included Powers.** The Authority may in its own name do all acts necessary to exercise said common powers to implement the Regional Transportation Plan, including, but not limited to, the following:
- 6.2.1. Make and enter into contracts;
 - 6.2.2. Acquire, construct, manage, maintain or operate any buildings, works, facilities, improvements or other property;
 - 6.2.3. Incur debts, liabilities or obligations;
 - 6.2.4. Employ agent and employees;
 - 6.2.5. Sue and be sued in its own name;

- 6.2.6. In accordance with Section 6509.5 of the Act, invest money in the Treasury of the Authority that is not required for immediate necessities;
 - 6.2.7. Apply for, accept and use grants and other funds from any source for public transit purposes;
 - 6.2.8. Receive revenues from the provision of public transit services;
 - 6.2.9. Administer agreements to provide public transit services made between any of the parties hereto and other persons or entities.
- 6.3. **Restrictions on Exercise of Powers.** Such powers shall be exercised as provided in the Act and shall be subject, in accordance with Section 6509 of the Act, to such restrictions upon the manner of exercising such powers as are imposed upon County in the exercise of similar powers.
- 6.4. **Obligations.** The debts, liabilities and obligations of the Authority shall not be the debts, liabilities or obligations of any party to this Agreement.
- 6.5. **Advances of Funds.** On request of the Governing Board, any party hereto may advance its public funds to the Authority for the purpose of meeting the Authority's operating expenses. Any such advance of funds shall be repaid by the Authority from revenues as they become available.

ARTICLE VII - COSTS

- 7.1. **Shared Costs.** All costs which were properly budgeted and which were incurred by the Authority in connection with the operation of the Redwood Transit System, less fare box revenues and other sources of funds, shall be shared by the parties on the following basis: County fifty percent (50%) and participating cities fifty percent (50%). The portion to be paid by each city shall be determined by its population relative to the other participating cities, as shown by the latest U.S. Census or by another source of official population data designated by the Governing Board. In the event that the population of the unincorporated area of the County increases or decreases five percent (5%) or more from such population as shown by the 1980 U.S. Census, the cost sharing formula provided for herein shall, on request of any party hereto, be renegotiated among the parties to more accurately reflect their respective populations.
- 7.2. **Non-Shared Costs.** The Authority and any party hereto may enter into a contract for transit services to be provided by the Authority which are not otherwise provided for in the budget adopted by the Authority for operation of the Redwood Transit System. Any costs incurred by the Authority in providing such contract services shall be the sole responsibility of the party requesting such services, and the terms of payment and other terms for the provision of such services shall be as provided in said contract.
- 7.3. **Source of Funds.** Each party hereto shall individually determine whether to pay its share of the costs determined in accordance with Sections 7.1 and 7.2 of this Article from Mills-Alquist-Deddeh Act allocations or from other appropriate fund.

ARTICLE VIII - ADDITIONAL MEMBERS

- 8.1. **Additional Members.** Additional general purpose governments within the County may become parties to this Agreement on approval of the parties hereto and on such terms and conditions as are mutually agreed upon. Any new member will be represented on the Board by the addition of one (1) member and one (1) alternate, as provided in Section 3.2 hereof.

ARTICLE IX - TERMINATION

- 9.1. **Term.** This Agreement shall become effective on the date first above written and shall continue in effect until rescinded or terminated by agreement of the parties.
- 9.2. **Disposition of Assets.** On the termination of this Agreement, all surplus money of the Authority shall be returned to the parties hereto in proportion to the contributions each made.

All other property of the Authority, both real and personal, shall be divided in a manner agreed upon by the parties.

ARTICLE X - WITHDRAWAL

- 10.1. **Withdrawal.** Any member may withdraw from this Agreement by sending written notice of such decision to all other parties hereto. Such notice will become effective only at the end of the full fiscal year next commencing after the date the notice is given, unless the notice is earlier rescinded. The giving of such notice does not relieve such party from its obligations hereunder prior to the effective date of such notice.

ARTICLE XI - MISCELLANEOUS

- 11.1. **Notices.** Notices required to be given hereunder shall be delivered to:

Arcata: City Manager, City of Arcata, 736 "F" Street, Arcata, California 95521.

Fortuna: City Manager, City of Fortuna, City Hall, Fortuna, California 95540.

Eureka: City Manager, City of Eureka, City Hall, Eureka, California 95501.

Rio Dell: City Clerk, City of Rio Dell, 125 Wildwood Drive, Rio Dell, California 95562

Trinidad: City Clerk, City of Trinidad, Drawer "N", Trinidad, California 95570.

County: County Administrative Officer, County of Humboldt, Courthouse, Eureka, California 95501.

- 11.2. **Headings.** The section headings in this Agreement are for convenience only and are not to be construed as modifying or governing the language in the sections so headed.

11.3. Consent. Whenever in this Agreement any consent or approval is required, the same shall not be unreasonably withheld.

11.4. Law Governing. This Agreement is made in the State of California and is to be construed in accordance with the laws thereof.

11.5. Partial Invalidity. If any of the terms, provisions, sections, promises or conditions of this Agreement be to any extent adjudged invalid, unenforceable, void or voidable for any reason whatsoever, by a court of competent jurisdiction, the remaining terms provisions, sections, promises and conditions shall not be affected thereby; and shall be valid and enforceable to the fullest extent permitted by law.

11.6. Successors. This Agreement shall be binding upon and shall inure to the benefit of the successors of the parties.

11.7. Counterparts. This Agreement amendment may be executed by the parties hereto in counterparts it not being necessary that all of the parties hereto execute the same copy hereof, and each counterpart so executed shall be deemed a duplicate original and of full and binding force and effect.

IN WITNESS WHEREOF, the Members of the Humboldt Transit Authority have approved this Amended and Restated Joint Powers Agreement and execute this Agreement as of the dates written below.

(Signatures on following pages)

CITY OF ARCATA

By: _____
_____, Mayor

Attest:

By: _____
_____, City Clerk

Dated: _____

CITY OF EUREKA

By: _____
_____, Mayor

Attest:

By: _____
_____, City Clerk

Dated: _____

CITY OF FORTUNA

By: _____
_____, Mayor

Attest:

By: _____
_____, City Clerk

Dated: _____

CITY OF RIO DELL

By: _____
_____, Mayor

Attest:

By: _____
_____, City Clerk

Dated: _____

CITY OF TRINIDAD

By: _____
_____, Mayor

Dated: _____

Attest:

By: _____
_____, City Clerk

COUNTY OF HUMBOLDT

By: _____
_____, Chair of the Board

Dated: _____

Attest:

By: _____
_____, Clerk of the Board

City of Rio Dell
Check Listing for City Council Meeting

#	Date	Vendor	Description	Amount
08	6/10/2020	[0576] 101 AUTO PARTS	JB WELD, JACK, FITTINGS; COOLANT; WINDOW WASH, 5/8-11 GR8 NUT, HEADLIGHT BULB, RETURN HEADLIGHT BULB ON INV #332895 & PURCHASE NEW, 5-16 24 NYLOC; 5/16 USS GR8 FLAT WASHER; 1/4-20 X 6 USS, FLOOR CALIFORNIA TRAILERS - TRUCK PLUG, ADOBE PRO DC MONTHLY SUBSCRIPTION, AMAZON - TWO PICTURE FRAMES, ULINE - POLY CORROSIVE CABINET, UPC PACKAGING - 200 60 ML ROUND BOTTLES WITH SPRAYER, AMAZON - DISPOSABLE GLOVES, AMAZON - THREE, RUBBERMAID 22 GAL ROUND CONTAINERS, AMAZON - THREE 50 PK DISPOSABLE FACEMASKS, LC ACTION POLICY SUPPLY - TWO COLT AR15 16" M4 CARBINE, WALMART - LAMINATED LABEL TAPE, SAFARILAND - DRUG TESTING KITS, AMAZON - TWO BOXES FACE MASKS MCMASSTER-CARR - TWO EA GAUGE SIPHON TUBE & EXTREME TEMPERATURE PRESSURE GAUGES, AMAZON - DISPOSABLE GLOVES, AMAZON - TWO BOXES NITRILE BLUE GLOVES, LEXMARK - T630 HIGH YIELD TONER CARTRIDGE, SINGING TREES GARDENS NURSERY - THREE, BLUE STAR JUNIPER PLANTS, AMAZON - FOUR FOREHEAD THERMOMETERS, AMAZON - DELL TONER CARTRIDGE SET W/ADDITIONAL BLACK REPLACEMENT, AMAZON - TWO-WAY RADIO WALKIE TALKIE, ZOOM - COMMUNICATION VIA COMPUTER/PHONE, CA CITY MANAGEMENT FOUNDATION MEMBERSHIP, RETURN AUTOMATION-X A- PYROMATION THERMOCOUPLE FOR BOILER, AUTOMATION-X A- PYROMATION THERMOCOUPLE FOR BOILER	153.14
25	6/17/2020	[2237] BANK OF AMERICA BUSINESS CARD		5,745.75
10	6/10/2020	[2273] CALIFORNIA RURAL WATER ASSOCIATION	MEMBERSHIP DUES JULY 2020 - JULY 2021	816.00
12	6/10/2020	[2283] COASTAL BUSINESS SYSTEMS	DOCSTAR ANNUAL SOFTWARE LICENSE AGREEMENT 8/1/20 TO 7/31/21	448.00
11	6/10/2020	[2293] CITY OF FORTUNA	POLICE DISPATCH SERVICE FOR JUNE 2020	3,941.67
43	6/24/2020	[2296] CITY CLERK'S ASSOCIATION OF CALIFORNIA	MEMBERSHIP RENEWAL JULY 01, 2020 THROUGH JUNE 30, 2021	90.00
87	6/03/2020	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 5/22/20	90.00
26	6/17/2020	[2303] COAST CENTRAL CREDIT UNION	POA DUES FOR PPE 6/5/20	90.00
37	6/17/2020	[2319] SUDDENLINK COMMUNICATIONS	PUBLIC WORKS INTERNET & CITY HALL/PD/PW PHONE SERVICES 6/10/20 - 7/9/20	523.45
91	6/03/2020	[2405] FORTUNA ACE HARDWARE	TWO R45 KEYSTONE JACKS; TWO 7' PATCH CORD, TWO 160Z GRAFITTI REMOVER	66.12
13	6/10/2020	[2405] FORTUNA ACE HARDWARE	ONYX BLUE CUSHION; SHARPIE & HIGHLIGHTER MARKERS; MEASURING WHEEL; ODYSSEY DAY PACK	134.69
45	6/24/2020	[2405] FORTUNA ACE HARDWARE	24X84" ALUM SCREEN; ONYX BLUE CUSHION; BOLTS	32.70
90	6/03/2020	[2407] FORBUSCO LUMBER	EIGHT 50LB SELF LEVELER	359.05
44	6/24/2020	[2411] DEARBORN LIFE INSURANCE COMPANY	LIFE INSURANCE FOR JULY 2020	315.00
47	6/24/2020	[2452] HORIZON BUSINESS PRODUCTS	ONE BOX CLEAR LETTER SHEET PROTECTORS	44.86
06	6/03/2020	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 5/22/20	6,001.95
39	6/17/2020	[2481] VANTAGEPOINT TRANSFER AGENTS-304361	RETIREMENT FOR PPE 6/5/20	6,001.95
93	6/03/2020	[2484] INDEPENDENT BUSINESS FORMS	LASER PAPER FOR SHUT OFF NOTICES	438.40
48	6/24/2020	[2484] INDEPENDENT BUSINESS FORMS	LASER PAPER FOR UTILITY BILLS	780.17
28	6/17/2020	[2485] INDUSTRIAL ELECTRIC ARCATATA, INC	SHOP LABOR TO REPLACE BEARINGS ON BALDOR 3HP 182TC FRAME MOTOR	163.36
95	6/03/2020	[2551] MIRANDA'S ANIMAL RESCUE	ANIMAL CONTROL FOR MAY 2020	1,900.00
19	6/10/2020	[2569] NORTH COAST LABORATORIES, INC.	ACID DIGESTION; AMMONIA NITROGEN UN-IONIZED; AMMONIA NITROGEN W/O DISTILLATION; CONDUCTIVITY; HARDNESS; ICAP METALS; NITRATE/NITRITE; THM by EPA 624; TOTAL DISSOLVED SOLIDS; TOTAL NITROGEN; TOTAL PHOSPHATE PHOSPHORUS; TURBIDITY	665.00
30	6/17/2020	[2577] NTU TECHNOLOGIES, INC.	932 1(275 GAL) TOTE	3,584.00
32	6/17/2020	[2603] PG&E	UTILITY EXPENSES FOR MAY 2020	22,224.23
20	6/10/2020	[2619] PITNEY BOWES, INC.	QUARTERLY LEASING PAYMENT 3/30/20 - 6/29/20	98.11
03	6/03/2020	[2659] RIO DELL PETTY CASH	BAKING SODA; ENVELOPES; CAR WASH FOR CITY CAR; FUNNELS	28.16
56	6/24/2020	[2709] STAPLES DEPT. 00-04079109	ONE BOX WINDOW ENVELOPES WITH CITY LOGO, ONE BOX ENVELOPES WITH CITY LOGO, FOUR CUSTOM	650.67
17	6/10/2020	[2750] HD Supply Facility Maintenance DBA: USA BLUEBOOK	13.2 GPD 65 PSI FLEXFLO PUMP W/EXTERNAL SPEED CONTROL; STIR BAR FOR CL17; TOTAL CHLORINE REAGENT SET FOR HACH CL17	1,655.51
58	6/24/2020	[2754] US CELLULAR	MONTHLY SERVICE FOR SAFETY PHONE 6/8/20 - 7/7/20	60.09

City of Rio Dell
Check Listing for City Council Meeting

#	Date	Vendor	Description	Amount
62	6/30/2020	[2757] US POSTMASTER	POSTAGE FOR UTILITY BILLING FOR THE MONTH OF JUNE 2020	
40	6/17/2020	[2779] WILDWOOD SAW	TWO EDGER BLADES; TEN SLEEVE; DIAMOND EDGE TRIMMER LINE; 6 PACK MIX OIL; FOUR AUTO CUT 25-2	363.94
23	6/10/2020	[2787] WYCKOFF'S	90° ELBOWS, 90° ELBOWS; JOINT UNIONS; PIPE NIPPLES	309.36
41	6/17/2020	[2787] WYCKOFF'S	COUPLING; ADAPTER DRAIN; PLUG CLEANOUT; TEES, BRASS PIPE NIPPLE; BRASS BELL REDUCER; 90° BRASS ELBOW; INSERT ADAPTER	22.71
61	6/24/2020	[2792] ZUMAR INDUSTRIES, INC.	TWO "NO OVERNIGHT CAMPING" SIGNS	77.41
96	6/03/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS	283.51
18	6/10/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	58.74
52	6/24/2020	[3006] MISSION LINEN SUPPLY, INC	MAINTENANCE & LAUNDER UTILITY WORKERS SHIRTS; CLEAN MOP HEAD	57.90
05	6/03/2020	[3112] SIX RIVERS PORTABLE TOILETS LLC	HANDWASH UNIT RENTAL & 1 WEEK (5/3/2020-5/30/2020) CLEANING SERVICE: WILDWOOD AVE & ELKO ST	60.35
24	6/17/2020	[3114] 3T EQUIPMENT CO., INC.	HANDWASH UNIT RENTAL & 1 WEEK (5/3/20-5/30/2020) CLEANING SERVICE: 220 WILDWOOD AVE	191.76
49	6/24/2020	[3196] RANDY W JENSEN	1/2" ROTOR NOZZLE FOR JETTER	
33	6/17/2020	[3343] PITNEY BOWES RESERVE ACCOUNT	CLOTHING ALLOWANCE REIMBURSEMENT	723.71
42	6/24/2020	[3527] ALLIANT INSURANCE SERVICES INC.	POSTAGE PURCHASE FOR RESERVE	401.08
89	6/03/2020	[3782] EUREKA-HUMBOLDT FIRE EXTINGUISHER CO., INC	CRIME INSURANCE 7/1/20 TO 7/1/21	400.00
86	6/03/2020	[3975] AT&T - 5709	ANNUAL FIRE EXTINGUISHER MAINTENANCE AND TRAINING SERVICE FOR PW, ANNUAL FIRE EXTINGUISHER	1,047.00
01	6/03/2020	[4338] QUILL CORPORATION	MAINTENANCE SERVICE AND TRAINING FOR PD & CITY HALL	1,057.77
54	6/24/2020	[4338] QUILL CORPORATION	FAX LINE EXPENSES FOR MAY 2020	50.58
99	6/03/2020	[4393] NYLEX.net. Inc.	DELL TONER CARTRIDGE, CALCULATOR	134.83
31	6/17/2020	[4393] NYLEX.net. Inc.	ONE CASE 2 PLY RECEIPT PRINT ROLLS; FOUR BOXES BINDER CLIPS; ONE BOX LEGAL SIZE FASTENER FOLDERS,	246.34
04	6/03/2020	[4525] SHERLOCK RECORDS MGMT	LEGAL SIZE FASTENER FOLDERS, 4 EA LETTER SIZE CLIPBOARDS	
92	6/03/2020	[5052] GHD, INC	MONTHLY MAINTENANCE FOR JUNE 15 THROUGH JULY 15, 2020	1,250.00
14	6/10/2020	[5052] GHD, INC	TWO LENOVO THINKPADS; TWO SAMSUNG CHROMEBOOKS, SAMSUNG CHROMEBOOK; LENOVO THINKPAD	3,757.61
27	6/17/2020	[5052] GHD, INC	STORAGE SERVICE FOR MAY; ACCESSION, REFILING & RETRIEVAL FEE; LABOR	133.65
88	6/03/2020	[5127] DELTA DENTAL	ENGINEERING SERVICES FOR DEVELOPMENT OF SANITARY SEWER EVALUATION STUDY	12,196.25
59	6/24/2020	[5166] VSP-VISION SERVICE PLAN	ENGINEERING SERVICES FOR STREETS SAFETY IMPROVEMENT & COMMUNITY OUTREACH PROJECT	18,659.20
09	6/10/2020	[5381] ALTERNATIVE BUSINESS CONCEPTS	ENGINEERING SERVICES FOR DEVELOPMENT REVIEWS; ROADS & TRAILS; TAC MEETINGS & TRANS PLANNING	1,087.00
38	6/17/2020	[5606] SWRCB/Safe Drinking Water State Revolving Fund	DENTAL INSURANCE FOR JULY 2020	1,880.01
94	6/03/2020	[5683] ROBERT MANIACI	VISION INSURANCE FOR JULY 2020	337.69
29	6/17/2020	[5934] NORTH COAST JOURNAL	MONTHLY MAINTENANCE & COPIER CHARGES FOR MAY 2020	316.88
53	6/24/2020	[5934] NORTH COAST JOURNAL	PRINCIPAL PAYMENT FOR DISBURSEMENTS THROUGH JUNE 10, 2020	68,000.00
07	6/03/2020	[6037] WELLS FARGO VENDOR FIN SERV	CUSTOMER DEPOSIT REFUND	22.30
26	6/03/2020	[6037] WELLS FARGO VENDOR FIN SERV	EMPLOYMENT ADVERTISEMENT FOR UTILITY WORKER I/11 THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT IN TOP ADS FOR UTILITY WORKER I/II, EMPLOYMENT ADVERTISEMENT (2 COL X 3.5") FOR UTILITY WORKER I/II, EMPLOYMENT ADVERTISEMENT FOR CSO THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT (2 COL X 4") FOR CSO	621.00
07	6/03/2020	[6037] WELLS FARGO VENDOR FIN SERV	EMPLOYMENT ADVERTISEMENT FOR UTILITY WORKER I/11 THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT (2 COL X 3.5") FOR UTILITY WORKER I/II, EMPLOYMENT ADVERTISEMENT FOR CSO THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT FOR CSO (2 COL X 4"), EMPLOYMENT ADVERTISEMENT FOR POLICE OFFICER THROUGH ONLINE PORTAL, EMPLOYMENT ADVERTISEMENT (2 COL X 3") FOR POLICE OFFICER	516.00
07	6/03/2020	[6037] WELLS FARGO VENDOR FIN SERV	KYOCERA COPIER PAYMENT FOR JUNE 2020	534.58

City of Rio Dell
Check Listing for City Council Meeting

eff#	Date	Vendor	Description	Amount
85	6/03/2020	[6038] ACCURATE TERMITE & PEST SOLUTIONS	BI-MONTHLY PEST CONTROL @ 675 WILDWOOD AVE., RODENT CONTROL @ 475 HILLTOP DR	275.00
98	6/03/2020	[6100] NORTHERN CALIFORNIA GLOVE	FILTERS; RANCHERO CHUMS; GOGGLE STEALTH CL; FULL FACE RESPIRATOR; VENOM HEADGEAR & VISOR	276.39
02	6/03/2020	[6349] RECOLOGY EEL RIVER	GARBAGE BAGS FOR MAY 2020	180.35
35	6/17/2020	[6349] RECOLOGY EEL RIVER	14.66 TONS DEBRIS FROM CITYWIDE CLEAN UP	1,979.98
60	6/24/2020	[6387] WYATT, WHITNEY & STEWART, TREVOR	CUSTOMER DEPOSIT REFUND	32.75
97	6/03/2020	[6455] NAEMI, SAMANTHA	CUSTOMER DEPOSIT REFUND	210.27
16	6/10/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	MISC HARDWARE, 6' METAL T-POSTS; 10 PACK 36" CABLE TIES, PROSOURCE 5-WIRE CAGE HEAVY DUTY PAINT ROLLER FRAME W/METAL FERRULE, 9V 1PK BATTERIES, 1/4" X 100' DRIP TUBING, 1/4" TRANSFER BARBS, 1/2" PVC TEE SXSXFPT	87.64
46	6/24/2020	[6486] GREEN TO GOLD ENTERPRISES LLC	BOLTS, VALVE BOX W/6" OVERLAPPING ICV COVER	7.56
50	6/24/2020	[6510] ANDRES T LOPEZ	CLOTHING ALLOWANCE REIMBURSEMENT	300.00
57	6/24/2020	[6634] DEREK R TAYLOR	CLOTHING ALLOWANCE REIMBURSEMENT	292.94
22	6/10/2020	[6672] WEX BANK	PD FUEL EXPENSES & CAR WASH FOR MAY 2020, PW FUEL EXPENSES FOR MAY 2020, ADMIN CAR FUEL EXPENSES FOR MAY 2020, PD FUEL EXPENSES FOR JUNE 2020, PW FUEL EXPENSES FOR JUNE 2020	1,753.52
36	6/17/2020	[6686] CLINTON C SAUERS	BOOT ALLOWANCE REIMBURSEMENT	260.38
00	6/03/2020	[6806] PINTERMEDIA LLC	MONTHLY WEB HOSTING FEE FOR JUNE	30.00
21	6/10/2020	[6825] SUDDENLINK	INTERNET SERVICES 6/1/20-6/30/20	900.00
34	6/17/2020	[6870] PUBLIC AGENCY COALITION ENTERPRISE	HEALTH INSURANCE FOR JULY 2020	19,476.06
51	6/24/2020	[6889] CAMERON L MILLER	CLOTHING ALLOWANCE REIMBURSEMENT	137.27
55	6/24/2020	[6928] JESSA L REGO	CLOTHING ALLOWANCE REIMBURSEMENT	94.95
15	6/10/2020	[6962] GOLDSTAR PRODUCTS INC.	GRANULAR SEWER SOLVENT-50 LBS	695.65
Total Checks/Deposits				198,891.90

eff#	Date	Vendor	Description	Amount
6-656	6/01/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 05/22/2020.	-2,027.45
9063	6/01/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 05/22/2020	-11,849.42
124211	6/12/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR AFLAC INSURANCE FOR THE MONTH OF MAY 2020	-443.42
124212	6/12/2020	WITHDRAWALS	BANK ANALYSIS FEE FOR JUNE 2020	-118.86
17-408	6/15/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/05/2020	-2,900.90
721897	6/15/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/05/2020	-14,832.72
32-320	6/22/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR FINAL PAYCHECK 6/19/2020 FOR PUBLIC WORKS	-186.65
268917	6/22/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR FINAL PAYCHECK 6/19/2020 FOR PUBLIC WORKS	-884.10
35340	6/24/2020	WITHDRAWALS	DEPOSITED ITEM RETURNED	-200.00
33-184	6/29/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EDD PAYROLL TAXES FOR PPE 06/19/2020	-2,034.82
134194	6/29/2020	ELECTRONIC FUNDS TRANSFER	EFT FOR EFTPS PAYROLL TAXES FOR PPE 06/19/2020	-11,919.32
Total EFT's/Bank Withdrawals				-47,397.66

eff#	Date	Vendor	Description	Amount
RX TO PR	6/9/2020	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 06/05/2020	-35,248.88
RX TO PR	6/19/2020	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR FINAL PAYCHECK PW EMPLOYEE	-2,094.23
RX TO PR	6/23/2020	TRANSFER FROM CHECK TO PAYROLL ACCOUNT	TRANSFER TO PAYROLL ACCOUNT FOR PPE 06/12/2020	-31,653.21
Total Transfer Between Accounts				-68,996.32

June 25, 2020

TO: Kyle Knopp (City Manager/Director of Emergency Services)

FROM: Mayor Debra Garnes

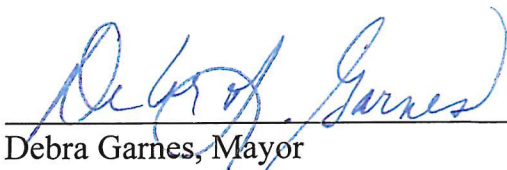
REGARDING: Temporary Designation of Place of City Council Meetings

Governor Gavin Newsom's Executive Orders N-25-20 and N-29-20 authorize a local legislative body to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body and waives in-person accessibility for Council meetings during the State of Emergency related to COVID-19.

Rio Dell Municipal Code Section 2.05.040 authorizes the Mayor of the City of Rio Dell, when by reason of emergency it is unsafe to meet at City Hall, to designate such other place and time for City Council meetings to be held for the duration of the emergency.

In accordance with Executive Orders N-25-20 and N-29-20 and Rio Dell Municipal Code Section 2.05.040, I hereby designate the location of City Council meetings to be via teleconference through Zoom effective immediately, and continuing only until such time as the state or local public health officials no longer impose or recommend social distancing measures.

Dated: June 25, 2020


Debra Garnes, Mayor

Approved as to Form:

Dated: June 25, 2020


Kyle Knopp, City Manager/Director of
Emergency Services

Dated: 6/26, 2020


Russell Gans, City Attorney



Staff Update – 2020-07-07

City Council

A statewide Public Service Announcement produced by the League of California Cities featured the Mayor Debra Garnes. The video, which centers on the topic of COVID-19 is titled "Dear California, We Will Emerge Even Stronger, Together" and also features mayors from other California cities like Mayor Darryl Steinberg of Sacramento and Mayor Libby Schaaf of Oakland. The PSA can be viewed here: https://youtu.be/gojS3_7vpDQ

Also, the Mayor was featured recently on the COVID Minute, describing the Rio Dell COVID-19 Volunteer Corp. That can be viewed here: <https://youtu.be/kNs1ZN9vp50>

City Manager

There have been some email exchanges Re: the connection of the Scotia wastewater collection system with the Rio Dell wastewater plant. However, the information exchange has been light. Staff will be recommending that the City Council issue a letter on this subject at the next regular meeting.

Final preparation for slurry seal work – expected to begin in the second half of July.

Bid requests issued for new PD and PW vehicles.

Street sweeping scheduled for July 17th.

Weed abatement code enforcement letters issued.

Final stages in CEQA for water system capital improvements.

Meeting with Tesla over energy storage and solar options.

At the next regular meeting of the City Council, staff will be bringing forward an item for Council approval to accept the deed of a property involved in foreclosure. The property received a CDBG home improvement loan secured with a Deed of Trust to the city.

City Clerk



Processed five (5) Building Permits

289 Berkeley St. – Water Heater
219 Ogle Ave. – Re-Roof Residence & Shop
529 Third Ave. – Residential Remodel
188 Douglas St. – Siding on Garage
917 Martin Dr. – Sewer Lateral

Processed three (3) Business License Applications

American Chimney – Non-Resident Contractor
Collins Electric – Non-Resident Contractor
Nick Bartlett Landscaping – Lawn & Garden

Misc.

Completed Candidate Information Packet for November 3, 2020 City Council election.

Submitted Employment Data Report for June

Sent out 13 Nuisance Abatement Letters (Tall grass & weeds)

City Attorney

Human Resources, Risk & Training

Finance Department

Public Works Water

Public Works Wastewater

105 S. Fern St. Sewer main repair. Worked with Hooven Construction to repair a broken sewer main in the road, before the paving project was finished.

Respiratory Protection Program with public works staff.

Starting the Chloramine bench testing with Waste water staff for SSES
Forklift certification and Fit testing for the staff.

Plant wash down and Contact basin cleaning.

Help utilities Staff with city wide weeding eating.



Electrician install separate power meter for Water plant.

Continuing work on the Sewer collection GIS.

Repair Chlorine Storage tanks.

Quarterly state reporting for NPDES permit.

Public Works Streets, Buildings and Grounds

Public Works City Engineer

Public Works Capital Projects

Police Department

The Department had the following statistics for the period of June 10, 2020 to June 30, 2020. This period of time saw a significantly higher than average number of calls for service and reports, and an average number of arrests compared to last year. The increase in calls for service, reports and arrests during the shelter in place order suggests that a portion of the community is no longer abiding by the order and may be taking advantage of the jail not being able to accept prisoners for most crimes. There has also been an increase in the number of property crimes. The summation of Calls for Service may be greater than the total as multiple officers can now be assigned to the same call for service. There may also be administrative calls for service that are not documented below.

Officer	Calls for Service	Reports	Arrests
Conner	57	11	4
Beauchaine	49	2	0
Landry	111	16	6
Mitchell	108	14	5
Burns	22	0	0
Fielder	77	2	1
Totals	354	45	16
Averages	16.9 per day	15.0 per week	5.3 per week
2019 Yearly Average	6.4 per day	10.3 per week	4.6 per week

Calls or Service at 355 Center Street

Type	Date	Time	Location	Primary Unit	Case #
415	06/10/2020	08:57:04	355 CENTER ST	6A1	
415N	06/12/2020	01:45:38	355 CENTER ST	R613	
415	06/16/2020	01:12:15	355 CENTER ST	R614	
VI	06/17/2020	22:29:59	355 CENTER ST	R613	20-0000264
415	06/19/2020	11:17:30	355 CENTER ST	6S1	



5150	06/21/2020	16:28:40	355 CENTER ST	6A1	20-0000271
CIVILP	06/21/2020	17:00:01	355 CENTER ST	R613	
415	06/23/2020	16:08:10	355 CENTER ST		
FU	06/30/2020	18:39:10	355 CENTER ST	6S1	

FU – Follow up or uncharacterized contact

VI – Parked vehicle investigation

CivilP – Civil problem or issue

415 – Generic disturbance

415N – Loud noise/music

5150 – Mental health issue

CL613 – Officer Crystal Landry

R002 – Sergeant John Beauchaine

R007 – Chief Jeff Conner

LM614 – Officer Logan Mitchell

6R9CF – Officer Charlie Fielder

During the period June 10, 2020, to June 30, 2020, there were twenty-one calls for service related to animal control issues. Two dogs, five cats/kittens and a tortoise were transported to Miranda's Rescue. All of the felines were feral and were trapped at a house on Third Avenue where the owner passed away. The tortoise was featured on Lost Coast Outpost and was returned to her owner the following day.

On June 12, 2020, Officer Landry stopped a man who had just punched the mirror in one of the Shell Station's bathrooms. This caused a significant laceration to the man's hand. Officer Landry observed that he had a serious laceration on his other hand also. The man explained that he had been slashed by a man with a razor before going to the gas station. Medical personnel were summoned to assist the man with his injuries and he was cited for vandalism. Officer Landry followed the blood trail left by the man and learned that an altercation may have taken place on Rigby. However, neither the victim or the other man involved would cooperate and the case has been suspended. The Department received calls the next morning about the drops of blood that were found in several parts of town.

On June 23, 2020, Chief Conner and Officer Fielder responded to a residence on Painter Street where a man was allegedly brandishing a shotgun at two other persons. When the officers arrived, they called the occupants of the house out. All three persons were intoxicated and it was difficult to obtain an accurate narrative of what had occurred. It appeared that an argument had taken place between the two men. The woman present was the mother of the younger of the two men. His father had recently passed away and the young man had taken solace in a bottle. As his mother tried to calm him down, the older man had brandished a BB gun at them. The BB gun was seized for safekeeping and the parties were separated and advised to sleep off their intoxication. However, a short time later, the young man returned to this location and became involved in a physical fight with the older man. He was arrested for public intoxication and transported to jail.

Code Enforcement



During the period of June 10, 2020 through June 30, 2020, the Department opened five new junk vehicle cases. During the same time period, the Department closed six cases. Three of these vehicles were moved/removed by the owners, two were towed by the City and the remaining case was closed for administrative purposes. There were six open cases at the end of the time period that this report covers.

During the period of June 10, 2020, to June 30, 2020, the Department opened two new code enforcement cases. One case on Ogle was for barking dogs and the other was on Ireland for junk cars and solid waste. The Department closed twelve cases in this time period. All of the violations in these cases were cleared by the actions of the property owners and/or occupants. A Notice to Correct and two Notice of Violation were served. There were 48 open cases at the end of this reporting period.

Community Development Department

Intergovernmental

Humboldt-Rio Dell Business Park

675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532
(707) 764-5480 (fax)



July 7, 2020

TO: Mayor and Members of the City Council

THROUGH: Kyle Knopp, City Manager

FROM: Cheryl Dillingham, Interim Finance Director

SUBJECT: Fiscal Year 2018-19 Audited Financial Statements

IT IS RECOMMENDED THAT THE CITY COUNCIL:

Receive presentation by JJA CPA, Inc. on the City's audited financial statements and accompanying information.

BACKGROUND AND DISCUSSION:

Each year an independent auditing firm audits and prepares financial statements for the City of Rio Dell in accordance with Generally Accepted Accounting Standards (GAAP) and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that an audit be performed to obtain reasonable assurance about whether the financial statements are free from material misstatement.

The City received an unqualified opinion and no material weaknesses were identified. An unqualified opinion means that the auditor has concluded the financial statements present fairly the results of the City's operations and its financial position according to generally accepted accounting principles. A material weakness is one or more deficiencies in internal control where a reasonable possibility exists that a material misstatement will not be prevented, detected, or corrected in a timely manner. The auditor found no such weaknesses.

The auditing firm of JJA CPA, Inc. will present to Council the Fiscal year 2018-19 audited Financial Statements and accompanying information.

ATTACHMENTS:

Annual Financial Report for the fiscal year ended June 30, 2019